



# Town of Merrimack, New Hampshire

6 Baboosic Lake Rd · Merrimack, NH 03054 · [www.merrimacknh.gov](http://www.merrimacknh.gov)

March 15, 2022

## REQUEST FOR PROPOSAL COMPUTER ROOM FIRE SUPPRESSION SYSTEM

Sealed proposals will be received by the Town of Merrimack until 2:00 PM on Tuesday, April 5, 2022 to provide a Clean Agent Fire Suppression System to protect the server room at Town Hall in Merrimack, NH.

A mandatory walk through will be held on Tuesday, March 29, 2022 at 12:00PM at 6 Baboosic Lake Rd. Please contact Kelly Valluzzi at (603) 424-7075 or [kvalluzzi@merrimacknh.gov](mailto:kvalluzzi@merrimacknh.gov) for directions or additional information.

Time and effort spent for bid preparation is the responsibility of the bidder. The act of submitting a bid is considered to be full acknowledgement that the bidder has inspected the sites and is familiar with the conditions.

Please list in the proposal:

- Name, address, phone number, and website of company.
- Contact person
- List of three references for similar jobs completed in the last five years.
- Complete description of work involved.
- Complete list of items to be provided.
- Warranty information.
- Total price to complete job.
- Date job is guaranteed to be completed if purchase order is submitted by April 29, 2022.

Three copies of the proposal shall be submitted; including the Bid Form furnished herewith and shall exclude state and federal taxes not applicable to municipalities. The bid price shall be quoted F.O.B. Town of Merrimack, 6 Baboosic Lake Rd, Merrimack, NH 03054.

Bids shall include all associated costs of liability insurance, supervision, labor, materials, tools, permits, inspections, and travel to complete the work. All work shall be performed in accordance with the NH State Building Code.

The successful bidder will be required to provide an insurance certificate confirming the following insurance coverage: worker's compensation insurance as required by the State of New Hampshire; broad-form comprehensive general liability insurance in an amount no less than \$1,000,000 combined single limit per occurrence; and motor vehicle insurance to include bodily injury, property damage, uninsured motorist, and employer's non-ownership coverage in an amount no less than \$1,000,000 combined single limit per occurrence. The Town of Merrimack shall be named as an additional insured on all policies.

The successful bidder must also agree in writing to indemnify the Town of Merrimack from any and all liability, loss or damage, including but not limited to bodily injury, illness, death, or property damage, which the Town becomes legally obligated to pay as a result of claims, demands, costs, or judgment against the Town arising out of the contractor's actions or omissions relating to this project.

The related award will be based on price, and the Town's evaluation of the quality of the proposed windows and bidder's experience and reputation. Since our evaluation may require discussions with former customers, bidders shall identify on the Bid Form three customers for whom comparable projects have been completed in the last five years.

The Town reserves the right to reject any or all bids, to waive irregularities in the bids, and to accept the bid which best serves the interest of the Town.

Proposals must be sealed and marked "Proposal for Computer Room Fire Suppression System" and be delivered to the Town of Merrimack Finance Department, 6 Baboosic Lake Rd, Merrimack, NH 03054 by the time specified above when they will be read aloud.

The Town of Merrimack's Purchasing Policy is available on the Town's website: <https://www.merrimacknh.gov/finance-department/pages/bid-opportunities>, a copy may be obtained by contacting the Purchasing Agent.

It is the bidder's responsibility to confirm the bid is received by the Finance Department by the date and time specified. For additional information call Kelly Valluzzi, Purchasing Agent, at (603) 424-7075.



## TOWN OF MERRIMACK, NEW HAMPSHIRE

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FINANCE DEPARTMENT  
6 Baboosic Lake Road  
Merrimack, NH 03054

Tel: 603-424-7075  
Fax: 603-424-0516

### **Bid on Computer Room Fire Suppression System Bid Form**

*Due by 2:00PM on Tuesday, April 5, 2022*

Proposal for a new Clean Agent Fire Suppression System for the server room at town hall

according to the Town's Bid specifications \$\_\_\_\_\_

Detailed Proposal Included      Yes\_\_\_\_\_      No\_\_\_\_\_

The above bid is provided in accordance with the Town's bid invitation dated April 5, 2022, except as indicated below:

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Bidder:\_\_\_\_\_

Street Address:\_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone No:\_\_\_\_\_ Fax No: \_\_\_\_\_

Authorized Signature:\_\_\_\_\_

Printed Name: \_\_\_\_\_ Date:\_\_\_\_\_

E-Mail:\_\_\_\_\_

**Bidder:** \_\_\_\_\_

**List of References:**

Project: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone No: \_\_\_\_\_

Contact: \_\_\_\_\_

Project: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone No: \_\_\_\_\_

Contact: \_\_\_\_\_

Project: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone No: \_\_\_\_\_

Contact: \_\_\_\_\_